

To: Hull, George[Hull.George@epa.gov]
From: Jones, Enesta
Sent: Sat 8/15/2015 2:20:44 PM
Subject: Re: OMR weekend support team: schedule, cells and template

Ok.

Enesta Jones
U.S. EPA, Office of Media Relations
Desk: 202.564.7873
Cell: 202.236.2426

On Aug 15, 2015, at 10:19 AM, Hull, George <Hull.George@epa.gov> wrote:

Here is info on the data release template that Julia created. - George

Sent from my iPhone

Begin forwarded message:

From: "Valentine, Julia" <Valentine.Julia@epa.gov>
Date: August 14, 2015 at 5:11:16 PM EDT
To: "Milbourn, Cathy" <Milbourn.Cathy@epa.gov>, "Jones, Enesta" <Jones.Enesta@epa.gov>, "Daguillard, Robert" <Daguillard.Robert@epa.gov>
Cc: "Hull, George" <Hull.George@epa.gov>, "Smith, Roxanne" <Smith.Roxanne@epa.gov>
Subject: OMR weekend support team: schedule, cells and template

Thanks, all!

George will call us on our cells as soon as he knows something is on the way.

- Template attached.
- Shift schedule below (thanks all!)
- Releases, so far, have only been sent to these two lists in Vocus:
 - Gold King Mine Spill
 - HQ OPS Alert

- Distribution should appear to come from our normal: “U.S. EPA Media Relations”

- And the “From” e-mail is also our regular: noreply-subscriptions@epa.gov

- George’s cell: 202.631.6957

- Julia’s cell: 202.740.1336

- Enesta’s cell: 202.236.2426

- Cathy’s cell: 202.420.8648

Fri night and Weekend Shifts

-

Fri

6pm - 8pm: Julia

8pm -11pm: Julia

11pm -2:30am Cathy

Sat

6am - 9am: Julia

9am – 12noon: Enesta

12pm – 3pm : Cathy

3pm - 6 pm: Robert

6 pm - 9pm: Cathy

9pm – 11 pm: Julia

11pm - 2:30am: Enesta

Sun

6-9am: Robert

9am – 12noon: Enesta

12pm – 3pm: Robert

3pm – 6pm: Robert

6pm - 9pm: Julia

9pm – 11pm: Julia

11pm - 2:30am: Cathy

Julia P. Valentine

Office of Public Affairs

U.S. EPA

202.564.2663 direct

202.740.1336 m/txt

<Gold King Mine Template.docx>